

County Council Of Howard County, Maryland

2005 Legislative Session

Legislative Day No. **6**

Resolution No. 65 -2005

Introduced by: The Chairman at the request of the County Executive

A RESOLUTION approving schedules of fees for functions regulated by the Howard County Department of Inspections, Licenses and Permits.

Introduced and read first time _____, 2005.

By order _____
Sheila M. Tolliver, Administrator

Read for a second time at a public hearing on _____, 2005.

By order _____
Sheila M. Tolliver, Administrator

This Resolution was read the third time and was Adopted___, Adopted with amendments___, Failed___, Withdrawn___, by the County Council on _____, 2005.

Certified By _____
Sheila M. Tolliver, Administrator

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN ALL CAPITALS indicates additions to existing law; Strike-out indicates material deleted by amendment; Underlinin g indicates material added by amendment

1 **WHEREAS**, Section 3.101 of the Howard County Code authorizes the County Council
2 to adopt by Resolution a schedule of fees for building permits; and
3

4 **WHEREAS**, Section 3.101 of the Howard County Code authorizes the County to adopt
5 by Resolution fees for the issuance of Fire Protection Permits; and
6

7 **WHEREAS**, Section 3.404 of the Howard County Code authorizes the County Council
8 to adopt by Resolution a schedule of fees for administration of the erosion and sediment control
9 program; and
10

11 **WHEREAS**, Section 3.210 of the Howard County Code requires the County Council to
12 adopt a schedule of fees to be charged for electrical licenses and license examinations; and
13

14 **WHEREAS**, Section 3.215 of the Howard County Code requires the County Council to
15 adopt by Resolution a schedule of fees for electrical permits; and
16

17 **WHEREAS**, Section 3.305 of the Howard County Code requires the County Council to
18 adopt by Resolution a schedule of permit fees for plumbing, gas fitting and on-site utility work
19 and
20

21 **WHEREAS**, Section 3.304 of the Howard County Code requires the County Council to
22 adopt a schedule of fees for licensing of on-site utility contractors; and
23

24 **WHEREAS**, Section 3.509 of the Howard County Code requires the County Council to
25 adopt a schedule of fees for a sign permit; and
26

27 **WHEREAS**, the Cooperative Agreement dated January 28, 1998 between the Maryland
28 State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors and
29 Howard County, which was entered into under §9A-205 of the Business Regulation Article of
30 the Annotated Code of Maryland, requires the County to develop and implement a permit and

1 inspection process to insure that residential central heating/cooling systems are installed in
2 accordance with applicable codes; and
3

4 **WHEREAS**, rental housing licenses fees are charged pursuant to Section 14.901 of the
5 Howard County Code, which provides for the licensing of rental housing and requires the
6 County Council to adopt by Resolution a schedule of fees for rental housing licenses; and
7

8 **WHEREAS**, Section 8.406 of the Howard County Code requires the Department of
9 Inspections, Licenses and Permits to annually inspect shooting ranges; and
10

11 **WHEREAS**, Section 14.103 of the Howard County Code requires the County Council to
12 adopt by Resolution a schedule of fees for the issuance and renewal of certificates, licenses, and
13 permits for taxicab services and taxicabs; and
14

15 **WHEREAS**, Section 14.503 of the Howard County Code requires the County Council to
16 adopt, by resolution, a fee schedule for concert permit fees; and
17

18 **WHEREAS**, Section 14.806 of the Howard County Code requires the County Council to
19 adopt a fee schedule for license applications and for 2-year licenses for massage establishments,
20 massage establishment managers and massage technicians; and
21

22 **WHEREAS**, Section 16.502 of the Howard County Code requires the County Council to
23 adopt by Resolution a schedule of fees for a mobile home park license; and
24

25 **WHEREAS**, Section 17.301 of the Howard County Code requires that the County
26 Council adopt by Resolution a schedule of fees for animal licensing; and
27

28 **WHEREAS**, Section 3.101(28) of the Howard County Code requires the County Council
29 to adopt by Resolution a schedule of fees for all permits issued by the Department of Inspections,
30 Licenses and Permits; and

1 **WHEREAS**, Section 14.1005 of the Howard County Code requires the County Council
2 to adopt a schedule of fees for an application and a license for a pawnbroker or secondhand
3 dealer establishment license and an employee license; and
4

5 **WHEREAS**, the County Executive, upon the recommendation of the Director of
6 Inspections, Licenses and Permits has proposed certain changes in the fees and charges for
7 functions regulated through the Department of Inspections, Licenses and Permits.
8

9 **NOW, THEREFORE, BE IT RESOLVED** by the County Council of Howard County,
10 Maryland this ____ day of _____, 2005, that it adopts the fee schedules attached to this
11 Resolution for functions regulated by the Howard County Department of Inspections, Licenses
12 and Permits; and
13

14 **BE IT FURTHER RESOLVED** that the fee schedules shall be effective July 1, 2005
15 and shall remain in effect until changed or repealed by subsequent resolution of the County
16 Council.

TECHNOLOGY FEE

The Technology Fee is adopted pursuant to Section 3.101(28) of the Howard County Code, which authorizes the County Council to adopt, by resolution, a schedule of fees for permits issued by the Department of Inspections, Licenses and Permits.

Technology Fee (non-refundable)

In order to defray the cost of replacing the permit processing computer system for the Department of Inspections, Licenses and Permits, a technology fee is established and will be collected on all permits and licenses issued, except those listed below. The amount of the technology fee is 10% of the fee, rounded to the nearest dollar, for the license or permit issued.

Exemption from Technology Fee

The technology fee is not assessed on:

- Animal licenses
- Concert permits
- Mobile home park licenses
- Shooting ranges
- Taxicab driver licenses

**SCHEDULE OF FEES
FOR BUILDING, FIRE PROTECTION, GRADING
& MISCELLANEOUS CONSTRUCTION PERMITS**

Building permit fees, fire protection fees, and grading permit fees are adopted pursuant to Section 3.101 of the Howard County Code, which authorizes the County Council to adopt, by resolution, a schedule of fees for those permits.

ADMINISTRATION

Terms and Definitions

Terms and definitions used in this fee schedule are defined in the Howard County Building Code.

Exemption from permit fees

Work on buildings and structures owned by the following groups or organizations requires a permit, but is exempt from payment of permit fees: Howard County, Maryland; the Howard County Board of Education; the Howard Community College; the Howard County Fair Association; and an incorporated volunteer fire department.

Filing Fees

Filing fees are non-refundable and are payable at the time an application is made for a permit.

Permit Fees

Permit fees are paid at the time of application for all other permit types except:

1. New construction or additions to an existing building;
2. Alterations and repairs to attached single family dwellings; and
3. Alterations to previously occupied spaces.

Transfer of a permit application or permit

Requests to transfer a building, fire protection or grading permit application or permit for change of ownership or contractor shall contain written justification for the transfer.

Fee to transfer a permit application or permit	\$50
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Extension of a permit or a permit application

Requests to extend a building, fire protection or grading permit application or permit shall contain written justification for the extension.

Fee to extend a permit application or permit	\$25 per each
(fee is per each 90 day extension; the sum of all extensions shall not exceed 1 year).	90 day extension

Residential Permit Revision

Applicable building and excise tax are assessed separately.

If plans are not required	\$25 per amendment
If plans are required	\$50 per amendment

Commercial Permit Revision

Revisions initiated by applicant and not as a result of Howard County action.

Applicable building and excise tax are assessed separately.	\$200 per revision
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Reinspection Fee

1st reinspection	\$50
2nd reinspection	\$75
3rd and subsequent reinspection	\$125

Inspection outside business hours.

Overtime fee for inspection outside business hours	
1st hour	\$75
Each additional hour or fraction of an hour	\$50

Annual master building permit (Miscellaneous Alterations and additions)

Permit fee	\$50
Inspections (billed quarterly)	\$75 1st hour
	\$50/addl.hour

Investigative fee - beginning work without permit

Additional fee, in addition to permit fee, when work is begun without permit. Covers cost of inspections and processing	\$75 per hour
	\$100 min.

Archive & Record Research

Request shall be in writing, fee paid at time of request.	\$100 per research address
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Replacement Permit, per copy (includes placard)

\$25 per address

Pre-application Plan Review

Formal plan review of construction drawings of a new building or addition to an existing building prior to the application for a building permit. This review includes a single plan review and one follow-up consultation. Review plans are returned at the completion of the review.

\$200

Multiple Plan Review

After 1 st resubmittal. Fee applies to additional review.	\$200
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BUILDING PERMIT & MISCELLANEOUS FEES

These fees are adopted pursuant to Section 3.101 of the Howard County Code which authorizes the County Council to adopt, by resolution, a schedule of fees for building permits.

New Construction or Addition to Existing Building

Residential single family and multi-family, per new gross square foot	\$0.18
Other new construction or additions to buildings, per new gross square foot	\$0.22

Filing fee, in addition to the Permit Fee and Foundation Fee

New residential construction	\$100
Additions to residential construction	\$25
Commercial construction & additions	\$200

Foundation permit fee

Requires prior approval, payment of all applicable fees associated with the building permit and payment of water/sewer utility fees. \$200

Alterations & Repairs to Attached and Detached Single Family Dwellings (Use Group R-3 & R-4, per Section 310 of the International Building Code)

Filing fee (nonrefundable)	\$25
Single/small room or area (100 s.f. or less)	\$25
Single floor or area (over 100 s.f. up to 600 s.f.)	\$50
More than single floor or area (over 600 s.f.)	\$100

Manufactured homes (mobile homes) (No filing fee required)

Relocation or new installation	\$50
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Burning Permits (No filing fee required)

\$25

Tenant Improvements Other than Use Group R-3 (per Section 310 of the International Building Code)

First Occupancy for Each Tenant Space for a Shell Building

Per permit	\$250
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Alterations to Previously Occupied Spaces

Minor Alteration

A minor alteration is the relocation, addition, or removal of non-bearing walls, partitions, windows and equipment, affecting an area less than 500 square feet.

Permit fee	\$200
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Other than Minor Alteration

To calculate the fee for a building permit for an alteration to a previously occupied space of 500 square feet or more, determine the square footage of the area to be altered and apply the following:

Filing fee	\$200
Per square foot	\$0.22
Minimum permit fee	\$100

Private Swimming Pools (No filing fee required)

Permit includes fence and grading

Above-ground pool	\$100
In-ground pool	\$250

Public Swimming Pools (No filing fee required)

Permit includes equipment and fences, but does not include grading or buildings.

Above-ground pool	\$250
In-ground pool	\$250

Retaining Walls (No filing fee required)

No permit required for retaining walls 3 feet high or less

Retaining walls over 3 ft high	\$50
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**Miscellaneous Structures Accessory to Attached and Detached Single Family Dwellings
(Use Group R-3, per Section 310 of the International Building Code)
(No filing fee required)**

Miscellaneous residential structures include, but are not limited to:

arbor over 200 square feet	hot tubs (framing plans required)
stick antenna over 12 ft high	pagoda over 200 square feet
chimney	solar collector (roof or ground mounted)
fireplace	dish antenna over 36 inches in diameter
deck	shed over 200 square feet
wood stove	gazebo over 200 square feet
demolition	residential bridge
tower	playhouse over 200 square feet
fence over 6 feet high	

Per structure	\$50
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**Miscellaneous and Temporary Structures other than Use Group R-3
(per Section 310 of the International Building Code)
(No filing fee required)**

Miscellaneous structures other than residential include, but are not limited to the following:

satellite dish	antenna
arbor	tower
trellis	awning
detached kiosk	solar collector (roof or ground mounted)
loading dock	truck ramp
demolition	temporary construction/office trailer
fence over 6 feet high	temporary structures (including tents)

Per structure	\$100
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Moving Permit (No filing fee required)

Moving a building (in addition to permit fees for the
construction of the foundation and other associated work)

\$125

Inspection of out-of-county structure

\$150 per day
plus \$.35 per
mile each way

Flammable or Combustible Liquid Storage Tank (No filing fee required)

Installation or removal, per tank

\$100

FIRE PROTECTION PERMIT FEES

Fire protection fees are adopted pursuant to Section 3.101 of the Howard County Code, which authorizes the County Council to adopt a schedule of fees for permits issued by the Department of Inspections, Licenses and Permits.

Filing Fee (nonrefundable)	\$25
Fire Protection Engineer Technical Services	\$60 per hr. or fraction of hr.
Automatic Sprinkler Systems	
The fee for the sprinkler permit is based on the number of sprinkler heads in the building.	
Permit fee for:	
1 - 20	\$75
21 - 100	\$100
101 - 200	\$200
201 - 300	\$300
over 300	\$1/spklr. head
1 & 2 family dwellings (including townhouses)	\$75/dwelling
Sprinkler Main Piping (Not part of potable water supply)	\$100/system
Standpipe Systems	
Standpipe system-each riser	\$50
Other Fire Suppression Systems	
Includes all engineered and pre-engineered systems utilizing carbon dioxide, halon, wet and dry chemical, and foam per system	\$75/system
Fire Alarm and Detection Systems	
Fire alarm or detection system	\$75/system
Non-flammable Medical Gas Systems	\$100/system
Annual Master Fire Protection Permit	
Permit fee	\$50
Inspections (billed quarterly)	\$75 1st hour \$50/addl. hr.
Inspection outside business hours	
Overtime fee for inspection outside business hours	
1st hour	\$75
Each additional hour or fraction of an hour	\$50

GRADING, DRAINAGE, AND EROSION CONTROL PERMIT FEES

These fees are adopted pursuant Section 3.404(d) of the Howard County Code which authorizes the County Council to adopt, by resolution, a schedule of fees for the administration and management of the sediment control program.

Calculating cost of permit

To calculate the cost of a permit for grading, drainage or erosion control, determine the estimated cost of the work based on quantities provided by the applicant and unit costs established by the Department of Inspections, Licenses & Permits (attached hereto as Exhibit "A"), and apply the following:

\$0 - \$1250	\$50
Over \$1250	9% of the cost from the Grading and Sediment Control Unit Cost

Filing fee (in addition to permit fee)	\$50
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Utility company trenching operations

1st 500 feet of utility company trenching operations	\$100
Each additional 500 feet or fraction of 500 feet	\$50

Standard Sediment Control Plan for Minor Grading and Land Development

Per standard plan	\$50
Filing fee required	\$50

HOWARD COUNTY
Department of Inspections, Licenses and Permits
Grading and Sediment Control Unit Cost

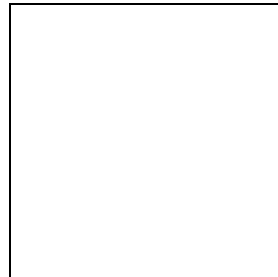
Project Name: _____ Plan No.: _____

Work Description: _____

<u>Item Description</u>	<u>Unit Cost</u>	<u>Quantity</u>	<u>Item Subtotal</u>
Clearing and Grubbing	\$4000/ac		
Excavation	\$4.00/cy		
Borrow	\$7.00/cy		
Stabilized Const. Entrance	\$500 (commercial)	\$125(residential)	
Dikes / Swales	\$3.00/lin. Ft		
Traps / Basins	\$750/ac. D.A		
Silt Fence	\$4.50/lin. Ft		
Super Silt Fence	\$8.00/lin. Ft		
Stabilization	\$3000/ac. (\$.63/sy)		
Inlet Protection	\$160.00 each		
Drywell	\$800.00 each		

TOTAL: _____**Permit Fee (.09 x TOTAL):** _____**Technology Fee (.10 x Total Permit Fee):** _____**+ Filing Fee:** **\$50.00****TOTAL FEES DUE:** _____**ROUND UP TO NEAREST DOLLAR**(Engineer seal required if **TOTAL** cost exceeds \$5,000.00)

Resolution 44-2004 Effective 7/1/04 FY05grading costestimate



ELECTRICAL FEE SCHEDULES

Electrical permit fees are adopted pursuant to Section 3.215 of the Howard County Code which requires the County Council to adopt, by Resolution, a schedule of fees for electrical permits.

Electrical license fees are adopted pursuant to Section 3.210 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of license fees for electricians.

Administration

Exemptions from permit fees

Work on buildings & structures owned by Howard County, the Howard County Board of Education and the Howard Community College requires an electrical permit, but is exempt from permit fees.

Permit Application Fee (nonrefundable)

\$50

Permit Amendment Fee

\$50 per permit plus
the fee difference
based on the new
permit total

Technology fee

A 10% technology fee will be collected on all permits and electrician license fees. (does not apply to application fee or to base fee for amendments)

Pre-application inspection consultation

Pre-application inspection consultation fee in the field
prior to submission of application for inspection

\$50 each visit

Reinspection fee

First reinspection

\$50

2nd reinspection

\$75

3rd & subsequent reinspection

\$125

Inspection outside business hours

Overtime fee for inspection outside business hours

1st hour

\$75

Each additional hour or fraction of an hour

\$50

Investigative fee - beginning work without permit

Additional fee, in addition to permit fee, when work is begun without permit. Covers cost of inspections and processing

\$75 per hour,
\$100 min.

FEES FOR ELECTRICIANS' LICENSES

These fees are adopted pursuant to Section 3.210 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of license and examination fees for electricians.

Type of License (Active or Inactive)

Master Electrician General*	\$100
Master Electrician Restricted*	\$100
Master Electrician Limited*	\$80
License Restoration Fee	\$50 plus the license fee
Local Jurisdiction Reciprocity Administration Fee	\$50
Examination Fee	\$25
Reassignment of Licensee Company Affiliation	\$25

* **NOTE:** License is valid for two years. An individual who applies for a license between December 1 and November 30 of the second year of the licensing term shall pay ½ of the established fee.

ELECTRICAL PERMIT FEE SCHEDULE

These fees are adopted pursuant to Section 3.215 of the Howard County Code which requires the County Council to adopt, by Resolution, a schedule of fees for electrical permits.

Permit Application Fee (nonrefundable) \$50

Equipment List

All electrical permit applications must be accompanied by a detailed equipment list including a count of outlets, switches, and specifying all equipment to be installed. Permits which included new service and/or feeders, 200 AMPS or less, and not associated with a building permit do not require plans. All others must be accompanied by 2 sets of plans, prepared and sealed by a Maryland professional engineer or architect.

COMMERCIAL

New Construction or Major Additions

(includes service, feeders, wiring, switches, outlets, appliances, transformers, generators, motors, elevators & other equipment)

1 st 100 AMPS	\$300
Each additional 100 AMP	\$100

New “Shell Only” Construction

(includes service, required wiring for safety equipment and alarms, and any energized feeders)

Total cumulative energized amperage	
1 st 100 AMPS	\$100
Each additional 100 AMP	\$50

Interior Completion of Tenant Space

(includes services, feeders, wiring, switches, outlets, appliances, transformers, generators, motors, heavy ups with other equipment or wiring changes, elevators & other equipment)

Size of Service Within the Tenant Space After Completion of Shell Wiring	
1 st 100 AMPS	\$300
Each additional 100 AMPS	\$50

Heavy ups only, with no other equipment or wiring changes	
Each 100 AMPS	\$50

Change of Equipment Not Involving Changes to Service and/or Feeder Equipment

(includes, outlets, fixtures, appliances, transformers, generators, motors, elevators & other equipment. All equipment is counted as outlets.)

1-50 outlets	\$100
51-100 outlets	\$200
Greater than 100 outlets	\$300 plus \$25 for each additional 50 outlets

Elevators

Each elevator	\$50
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Telephones, Alarm Systems, Central Vacuums, Intercoms & Similar Low Voltage Systems

No charge for telephone wiring when it is completed and ready for inspection at the same time as contractor's wiring

Up to 50 devices	\$20
Each additional 25 devices	\$5

Swimming Pools

1-50 outlets	\$100
51-100 outlets	\$200
Greater than 101 outlets	\$300 plus \$25 for each additional 50 outlets
Bonding (each trip)	\$50

Hot Tub

Single Inspection	\$50
When separate visit is required for rough wire or trench inspection	\$35

RESIDENTIAL

Residential Flat Rate Schedule (New Construction)

1 or 2 family dwelling (0-200 amp service)	\$150
1 or 2 family dwelling (over 200-400 amp service)	\$200
1 or 2 family dwelling (over 400-600 amp service)	\$300
1 or 2 family dwelling (over 600 amp service)	\$500
Multi-family dwelling (includes service & common area wiring)	\$100 per unit

Residential Alteration & Additions

If no more than 10 outlets, **no permit application fee required**

Where there are more than 50 outlets with service change or subpanel installation use the residential flat rate schedule.

Flat Fee	\$50
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Telephones, Alarm Systems, Central Vacuums, Intercoms & Similar Low Voltage Systems

No charge for telephone wiring when it is completed and ready for inspection at the same time as contractor's wiring.

Flat Fee	\$20
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Swimming Pools

Flat fee	\$50
Bonding (each trip)	\$50

Hot Tub

Single Inspection	\$50
When separate visit is required for rough wire or trench inspection.	\$35

Special Permits and Fee**Illuminated Signs**

First sign	\$20
Each additional sign	\$5

Demolition

Permit required for demolition	\$25
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Pole Construction Services

\$25

Mobile Homes & Construction Trailers

\$50

Carnival & Fairs

Inspection of installations on grounds	\$50
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Annual Master Electrical Permit

Permit fee	\$50
Inspections (billed quarterly)	\$75 1 st hour/\$50 each additional hour

PLUMBING FEES

These fees are adopted pursuant to Sections 3.304 and 3.305 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of permit fees for plumbing, gas fitting and on-site utility work and a schedule of fees for licensing of on-site utility contractors.

Administration

Exemptions

1. Commercial or residential Maryland state-certified industrialized buildings will not be assessed a fee for fixtures that have been included with the certification.
2. Plumbing work on buildings owned by Howard County, Maryland, the Howard County Board of Education and the Howard County Community College requires plumbing permits, but is exempt from permit fees.

Reinspection

First re-inspection fee	\$50
Second re-inspection fee	\$75
Third and subsequent re-inspection fee	\$125

Inspection outside business hours

Overtime fee for inspection outside business hours	
1st hour	\$75
Each additional hour or fraction of an hour	\$50

Investigative fee - beginning work without permit

Additional fee, in addition to permit fee, when work is begun without permit. Covers cost of plan review, inspections and processing	\$75 per hour, \$100 minimum
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Annual master plumbing permit

Permit fee	\$50
Inspections (billed quarterly)	\$75 for 1st hour \$50 per addnl. hour

On-site utility contractor license	\$70 per year
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SCHEDULE OF PLUMBING PERMIT FEES

These fees are adopted pursuant to Section 3.305 of the Howard County Code which requires the County Council to adopt, by resolution, a schedule of permit fees for plumbing, gas fitting and on-site utility work.

Application Fee (for other than repair or replacement)	\$50
Express Plumbing Permit (up to 5 fixtures)	\$50
Residential Plumbing	
Minimum charge (includes first fixture)	\$25
Each additional fixture	\$5
Exceptions:	
Sump pump, laundry tray pump, sewer ejector, swimming pool pump, hot water heater, hot water boiler (each fixture - replacement only)	\$25 each
Commercial Plumbing or Gas Connection (Natural or Bottled)	
Minimum charge (includes first fixture or first appliance)	\$50
Each additional fixture or gas appliance connection	\$5
Exceptions:	
Sand trap or filter, oil or grease interceptor, acid neutralization basin, swimming pool pump, heated pressure vessel or heating device, hot water boiler, hot water heater	\$50 each
Residential gas connection (natural or bottled)	
Minimum charge (includes 1st appliance connection)	\$25
Each additional appliance connection	\$5
Storm piping, gas piping, water piping and sanitary piping (except sanitary and water piping 8" or larger).	
First 200 feet	\$100
Each additional 100 feet or fraction thereof	\$25
Connection at right-of-way or building.	
Water connection	\$50
Sewer connection	\$50
Cap off for gas, water, storm, sanitary system	\$50

**HEATING, VENTILATION, AIR-CONDITIONING,
AND REFRIGERATION PERMIT**

This fee is adopted pursuant to a Cooperative Agreement between the Maryland State Board of Heating, Ventilation, Air-Conditioning, and Refrigeration Contractors and Howard County, which was entered into under §9A-205 of the Business Regulation Article of the Annotated Code of Maryland. Under the terms of the Cooperative Agreement, the County is required to develop and implement a permit and inspection process to insure that residential central heating/cooling systems are installed by licensed contractors in accordance with applicable codes.

Application Fee (nonrefundable)	\$50
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Residential Heating, Ventilation, Air-Conditioning, and Refrigeration Permit

Permit to install residential heating/cooling system in:

Multi-family or multi-occupancy residential dwelling, per dwelling unit	\$80
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Single-family attached or single-family detached dwelling, per heating/cooling zone	\$40
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Reinspection Fee

1st reinspection	\$50
2nd reinspection	\$75
3rd and subsequent reinspection	\$125

Inspection outside business hours.

Overtime fee for inspection outside business hours	
1st hour	\$75
Each additional hour or fraction of an hour	\$50

SCHEDULE OF RENTAL HOUSING LICENSE FEES

Rental housing licenses fees are charged pursuant to Section 14.901 of the Howard County Code which provides for the licensing of rental housing and requires the license fees to be set by resolution of the County Council.

Applies only to rental housing for which a rental housing license is required pursuant to the Howard County Code

Rental Housing Licenses

License fee is non-refundable if inspection has been made.

Type of Housing

Biennial License Fee

Multi-unit housing (3 or more dwelling units) such as apartment complexes and similar buildings in which the occupants are primarily not transient in nature (includes public areas)

\$75 per dwelling unit

Hotels, motels, and similar occupancies in which the occupants are primarily transient in nature, making use of the facilities for a period of less than 30 days

\$50 per sleeping room

All buildings arranged for the use of 1- or 2-family dwelling units such as single family detached homes, single family attached homes, townhouses, individually owned condominiums, duplexes, and mobile homes in which the occupants are primarily not transient in nature and do not require supervised assisted living.

\$75 per dwelling unit

Dormitories, rooming houses, and sheltered care facilities.

\$50 per sleeping room

Single family dwellings in which the occupants are primarily not transient in nature and require supervised assisted living.

\$75 per sleeping room

Other charges

Transfer of license fee

\$20

Late fee for restoration of an expired license after the billing period

\$25 plus the license fee

Late fee for bills unpaid

After 30 days

\$15

After 60 days

\$25

SHOOTING RANGES

This fee is adopted pursuant to Section 8.406 of the Howard County Code which requires the Department of Inspections, Licenses and Permits to annually inspect shooting ranges.

Annual inspection fee

\$50

MASSAGE ESTABLISHMENT LICENSING FEES

These fees are adopted pursuant to Section 14.806 of the Howard County Code which requires the County Council to adopt a fee schedule for license applications and for 2-year licenses for massage establishments, massage establishment managers and massage technicians.

Application Fees

Massage establishment	\$500
Massage establishment manager	\$100
Verification of state license and employment at licensed establishment (per licensed establishment)	\$50

2-year License Fees

Massage establishment	\$200
Massage establishment manager	\$100
Massage therapist state license verification renewal (per licensed establishment)	\$50

CONCERT PERMIT

This fee is adopted pursuant to Section 14.503 of the Howard County Code which requires the County Council to adopt, by resolution, a fee schedule for concert permit fees.

Concert permit applications (per concert)

\$200

Concert permits are non-transferrable.

Fees are non-refundable.

MOBILE HOME PARK LICENSES

These fees are adopted pursuant to Section 16.501 of the Howard County Code which requires mobile home parks to be licensed and Section 16.502 which requires the County Council to set the license fee by resolution.

Annual license fee

Per each 10 mobile home sites or fraction thereof	\$50
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Transfer of mobile home park license

	\$25
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SIGN PERMIT FEE SCHEDULE

This fee is adopted pursuant to Section 3.509(c) of the Howard County Code which provides that fees for sign permits shall be determined from time to time by resolution of the County Council.

Size of Sign

Less than 25 square feet
25 square fee to 32 square feet
Over 32 square feet

Fee

\$50
\$75
\$200

Inspection of a sign erected before a permit was obtained

\$50 plus the cost
of the sign permit

ANIMAL LICENSE FEE SCHEDULE

These fees are adopted pursuant to Section 17.301 of the Howard County Code which provides that the County Council shall adopt a resolution approving a schedule of fees for animal licensing.

Class	Fee
Non-neutered animal	\$24
Neutered animal	\$6
Animal fancier (3 or more animals)	\$50
Multi-animal (3 or more neutered animals)	\$12

Notes:

- (1) Citizens 62 years of age and older pay 50% of the established fee schedule.
- (2) The license fee is refundable if the animal dies within 30 days of being adopted from the Howard County Animal Shelter.
- (3) The license fee is refundable if the animal is returned to the Howard County Animal Shelter within 30 days of being adopted.
- (4) The difference in fee is refundable when the animal is sterilized within 60 days of being adopted from the Howard County Animal Shelter.
- (5) If a dog is actually in use in a service or therapeutic setting, no license fee is charged for a service dog trained to provide physical support for individuals who are hearing, visually, or mobility impaired.
- (6) Except for a license or vaccination fee, the Animal Control Administrator may waive a fee if special circumstances exist.

TAXICAB FEES

*These fee and charges are set pursuant to Section 14.103
of the Howard County Code which requires the County Council
to approve a schedule of fees for taxicab certificates, licenses, and permits.*

Schedule of Fees for Taxicab Licenses

Company Certificate fee	\$100 annually
Permit to Operate a Taxicab (per vehicle)	\$100 annually
Taxi Driver License (Initial or Renewal-per Driver)	\$25 annually
Replacement of lost or stolen license	\$15

NOTE:

Certificates, Permits & Licenses Expire July 1 of each Year.

PAWNBROKER OR SECONDHAND DEALER ESTABLISHMENT AND EMPLOYEE LICENSING FEES

These fees are adopted pursuant to Section 14.1005 of the Howard County Code which requires the County Council to adopt a fee schedule for license applications and for 2-year licenses for pawnbroker or secondhand dealer establishments, and employees of a pawnbroker or secondhand dealer establishment.

Application Fees

Pawnbroker or secondhand dealer establishment	\$500
Employee	\$50

(Unless it is an initial application that is not granted, an application fee is non-refundable and shall not be prorated.)

2-year License Fees

Pawnbroker or secondhand dealer establishment	\$200
Employee	\$50